

**USAID/Nigeria QUARTERLY REPORT FORMAT**  
**Kano State Education Accounts**  
 April – June 2007 Quarterly Progress Report

<i>ACTIVITY SUMMARY</i>
<b>Implementing Partner:</b> Creative Associates International, Inc.
<b>Activity Name:</b> State Education Account in Kano Sate of Northern Nigeria
<b>Activity Objective:</b> The objective is to help the Kano State (and Zamfara State if extended) Ministry of Education to develop a Sate Education Account while simultaneously building local capacity to replicate this process in other states and potentially nationally.
<b>USAID/Nigeria SO:</b>
<b>Life of Activity (start and end dates):</b> January 15, 2007 - November 14, 2007
<b>Total Estimated Contract/Agreement Amount:</b> \$399,830
<b>Obligations to date:</b> \$399,830
<b>Current Pipeline Amount (remaining unspent):</b> \$306,273.13
<b>Accrued Expenditures this Quarter:</b> \$56,875.28
<b>Activity Cumulative Accrued Expenditures to Date:</b> \$93,556.87
<b>Estimated Expenditures Next Quarter:</b> \$87,645
<b>Report Submitted by:</b> Phyllis Forbes, Project Director <b>Submission Date:</b> July 20, 2007

## **Narrative section**

### **I. Background**

Project ABE-BE Kano State Education Account (SEA) is an eleven-month Task Order under the ABE-BE IQC with the goal of providing technical assistance (TA) for the development and institutionalization of the SEA in Kano State (and Zamfara State if extended) of Northern Nigeria, successfully integrating the SEA into state government operations, and providing hands-on-training to a local institution with potential to replicate SEA more broadly throughout Nigeria.

Cooperation and collaboration with the Kano State Ministry of Education and other major stakeholders are key to the success of this program. By design, Creative's capacity building approach is dependent upon the level of commitment of the Kano MOE to conducting the SEA and to cooperating with the Technical Assistance Team (TAT) and external TA providers. The planned agreement between USAID and the Government of Nigeria will lay the foundation for this collaboration, ensuring that all relevant ministries and information sources will be accessible to the SEA project.

### **II. Quarter Progress**

During the second quarter, the main activities included:

- TAT and the Kano MOE arranged for MOE office space to be renovated and made available to the project team. Shortly thereafter, procurement was completed and the office became fully operational.
- Dr. Deepika Chawla, the project Education Data Expert and Trainer, conducted the second mission to Kano from April 28 – May 6. The primary purpose of this mission was to provide technical assistance to TAT and collaborate with TAT on similar secondary trainings for the local Steering Committee and the Working Groups on topics related to the various components, concepts, and methodology of SEAs. The following intermediate outputs were achieved:
  - Identification of data needs and data collection methodology;
  - A list of boundaries and classifications of data to be collected for the SEA;
  - Identification of data sources and a data map; and,
  - Development of a timeline for collection of the various types of data.
- A Memorandum of Understanding (MOU) was signed and submitted by the Kano State Ministry of Education to USAID/N. This MOU underscores the commitment to, and collaborative nature of, SEA development and integration in Kano State and the expected increased local capacity to replicate this activity.
- TAT leadership and expertise were demonstrated through the development of a draft database, a draft training and procedures manual, and the aggregation of a list of private schools from which to draw the private school sample, each of which were prepared in advance of the end-of-June training activities.
- The comprehensive SEA Conceptual Framework Document was also completed in draft form and disseminated for review to local Ministry of Education partners and SWG co-chairs.

### **III. Problems and Opportunities**

Creative Associates continues to be pleased with project implementation. Delays occurred due to the nationwide labor strikes which began on June 20 and delayed by ten days the third mission. As a result, the completion of several tasks originally scheduled for end-of-June, such as the Framework Document, database, and data collection instruments, will in fact occur in July.

There are no management and/or financial problems at this time. The project has, however, identified one good opportunity to better meet the activity objective and increase the sustainability of this effort. Namely, it is apparent that a part-time Project Accountant would greatly benefit operations at the Kano SEA project office and increase TAT's effectiveness. A Project Accountant will contribute directly to the activity objective and is necessary for several reasons, including: 1) to provide an additional layer of financial oversight of field activities; 2) to deal efficiently with the larger-than-expected scale of financial transactions due to increased local MOE and SWG interest in the project; and, 3) to enable Creative Associates to train-up and work directly with the Project Coordinator in all aspects of project management, including budget preparation, tracking and managing financial resources, and financial oversight, thereby achieving two project objectives: a) institutionalizing TAT's effectiveness and independence as a local SEA consulting firm; and, b) assuring the Team learns and follows procedures consistent with the high standards and low corruption tolerance of USAID.

### **IV. Activity Changes**

Nikhil Jaisinghani, acting as the alternate CTO, was assigned as Creative's new point of contact. No changes or modifications of the contract were requested during the period April – June.

### **V. Success Stories**

n/a

### **VI. Next Quarter Results and Related Tasks**

Tasks in July – September will be robust and exciting. Major tasks include:

- Review and counter-sign the MOU by USAID/N. This action will allow the local government and SUBEB to provide in-kind and financial contributions to the SEA activity, especially related to data collection activities.
- Conduct the third mission to Kano in early July. A large portion of this mission is devoted to four SEA data collection training workshops for data collectors from the public sector group, private sector group, NGO/donor group, and training for the data entry group.
- Prepare the final version of the database and the database training manual.

- Distribute the final version of the Framework Document to all appropriate stakeholders.
- Prepare the final versions of each set of data collection instruments (i.e., public sector, private sector, and NGO/donor sector).
- Complete data collection.
- Submit a budget realignment.
- Hire an Education Economist and a Project Accountant.

**Objective: Assisted the Kano State Ministry of Education to develop a Sate Education Account while building local capacity to replicate this process in other states**

<p><b>Result 1</b> Kano Ministry of Education capacity</p>	
<p><b>Key Indicators</b></p> <p>Members of State Working Group (SWGs) identified</p> <p># of SWGs members introduced to SEA</p> <p># of technical trainings received during Phase I</p> <p># of technical trainings received during Phase II</p> <p>SWGs collected, validated and analyzed data</p> <p>SWGs wrote final report</p> <p>SWGs obtained report approval from the Ministry</p> <p>SWGs designed a dissemination plan for the report</p> <p>SWGs provided advice on contents of network set up for other SEAs in Nigeria</p>	

<p><b>Result 2</b> Technical Assistance Team capacity</p>	
<p><b>Key Indicators</b></p> <p>Commitment from a local institution capable of serving as an Implementing Agency</p> <p># of TAT members introduced to SEA</p> <p># of technical trainings received during Phase I</p> <p># of technical trainings received during Phase II</p> <p># of training sessions delivered to the State Working Groups</p> <p># of training sessions delivered jointly with the SWGs to data collectors and/or sub-groups</p> <p>Assistance to SWGs in developing a data collection instrument</p> <p>Assistance to SWGs in collecting, validating and analyzing data</p> <p>Assistance to SWGs in preparing final report</p> <p>Assistance to SWGs in designing a dissemination plan for the final report</p> <p>Assistance to SWGs in providing advice on contents of network set up for other SEAs in Nigeria</p>	

<p><b>Result 3</b> Kano State Education Account</p>	
<p><b>Key Indicators</b></p> <p>Data Map</p> <p>Data collection instruments</p> <p>Private Sector Survey</p> <p>Training program for data collectors</p> <p>Database and forms</p> <p>Procedures Manual</p> <p>Framework Document</p>	

**FY 2007 Apr - June quarterly report: Kano State Education Account**

	This year target	This year actual	This quarter target	This quarter actual	Explanation for variance or why not reported during this quarter	Next quarter target	Life of project targets
<b>Objective: Assisted the Kano State Ministry of Education to develop a Sate Education Account while building local capacity to replicate this process in other states</b>							
Indicator 1:							
Indicator 2:							
Indicator 3:							
<b>Result 1: Increased local capacity to implement a SEA</b>							
Indicator 1.1: TAT & SWGs trainings							
• Output 1.1.1: Technical Assistance Team trained for Phase I	1	1	1	1			1
• Output 1.1.2: Kano Local Ministry of Education trained for Phase I	1	1	1	1			1
• Output 1.1.3: Technical Assistance Team trained for Phase II	1		1	0	Nation-wide labor strike resulted in a ten-day delay of technical assistance mission three.	1	1
• Output 1.1.4: Kano Local Ministry of Education trained for Phase II	1		1	0	Nation-wide labor strike resulted in a ten-day delay of technical assistance mission three.	1	1
<b>Result 2: Framework Document Developed</b>							
Indicator 2.1: Development of Framework Document							
• Output 2.1.1: Boundaries defined	1	1	1	1			1
• Output 2.1.2: Data categories identified	1	1	1	1			1
• Output 2.1.3 Data plan finalized	1	1	1	1			1
• Output 2.1.4: Framework document completed	1	1	1	0		1	1
• Output 2.1.5: Role of key actors defined	1	1	1	1	Nation-wide labor strike resulted in a ten-day delay of technical assistance mission three.		1

	This year target	The year actual	This quarter target	This quarter actual	Explanation for variance or why not reported during this quarter	Next quarter target	Life of project targets
Result 3: Data Collected							
Indicator 3.1: Data Collection							
• Output 3.1.1: Data collectors identified	25		25	0	Nation-wide labor strike resulted in a ten-day delay of technical assistance mission three.	25	25
• Output 3.1.2: Data collectors trained	25		25	0		25	25
• Output 3.1.3: Procedures manuals developed	1		1	0	Nation-wide labor strike resulted in a ten-day delay of technical assistance mission three.	1	1
• Output 3.1.4: Secondary data sources identified	1	1	1	1			1
• Output 3.1.5: Database set up	1		1	0	Nation-wide labor strike resulted in a ten-day delay of technical assistance mission three.	1	1
Result 4: Data Analyzed							
Indicator 4.1: Data Analysis							
• Output 4.1.1: Data reviewed	1						1
• Output 4.1.2: Survey results entered into database	1						1
• Output 4.1.3: Analysis completed	1						1